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Approved For Release 2004/02/03 : CIA-RDP60-00594A000300050002-7

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training  
 THROUGH: Deputy Director of Training  
 FROM : Registrar/TR

DATE: 23 October 1958

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SUBJECT: Weekly Activity Report No. 42  
 15 October - 22 October 1958

Document No. 2  
 NO CHANGE in Class.

DECLASSIFIED  
 Class. CHANGED TO: TS

Auth: DDA Memo, 4 Apr 77  
 Date: 09 MAR 1978 By:

CI. SIGNIFICANT ITEMS:

None

II. OTHER ITEMS:

1. From meeting with , MPD we came to the following conclusions on accommodating Agency reservists in internal training courses:

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a. For the balance of calendar year 1958, Reservists will attend only the War Planning Course.  has already screened 12 applicants and accepted 10 of them.

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b. Due to lack of applicants, the special courses for reservists will not run:

, scheduled to begin 27 October  
, scheduled to begin 3 November  
, scheduled to begin 17 November

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DDS

Ops School and  have been informed.

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c.  will meet with  next week to arrange for scheduling 1959 runnings in the late Spring and Summer of the courses in  above, plus E&E.

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d. The only headquarters course to be taken for active duty credit in 1959 will be War Planning. There will be no more reservists ordered to the IOC Communism phase.

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2. After a very cooperative meeting with  we were able to continue with plans for offering the Basic Supervision Course scheduled to begin 27 October. Dorothy  proposal to limit acceptances to DDI personnel would have forced cancellation of this scheduled running for GS 12 - 14 Agency personnel, because of insufficient numbers. Now 13 of the 15 who applied will be accommodated.

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3. I am sorry to report the high incidence of illness that has recently beset us. Of the ten women employed on our Staff, nine have missed one or more days in the last two weeks because of severe head or chest colds, some of them quite aggravated. In several cases we've had to urge them to stay away, even though they were anxious to complete the project at hand. Our latest case was [redacted] who because quite ill while attending the IOC and had to be taken home. She has been withdrawn from the course.

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4. Registration for OFC #16 closed on Monday, at which time we had 20 applications. Since then 3 applications have been withdrawn. Here are some facts from the 17 applications we now have:

a. Fifteen are nominees of the DDP; 1 of the DDS; and 1 of the Cable Secretariat.

b. Ten are scheduled for overseas assignment, six in early 59. Of the six, four are recently EOD'd military from the War Plans Division.

5. Crash projects and shortness of assistance have given the weekly enrollment tabulation a lesser priority. We will complete it in time to be available for the DDS meeting.

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## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training  
THROUGH : Deputy Director of Training  
FROM : Registrar/TR

DATE: 27 October 1958

Document No. \_\_\_\_\_

NO CHANGE in Class.  DECLASSIFIED

Class. CHANGED TO: TS S

SUBJECT: Supplement to Weekly Activity Report No. 42  
15 October - 22 October 1958

DIA Memo, 4 Apr 77  
Auth: DIA RTG. 77/1763

Date: 09 MAR 1978 By: \_\_\_\_\_

*DD* During the week 15 October - 22 October 1958, there were 890 persons enrolled in OTR conducted courses. The breakdown for enrollment is as follows:

177 enrolled in 30 classes (10 languages) before hours  
148 enrolled in 24 classes (11 languages) after hours  
228 enrolled in 37 classes (14 languages) during hours  
21 enrolled in 3 area courses  
121 enrolled in 6 Operations School courses  
127 enrolled in 7 Intelligence School courses  
11 enrolled in 1 SIC course  
57 enrolled in the JOT Program.



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